



**Town of Altavista, Virginia  
Meeting Agenda Planning Commission  
Planning Commission**

**Monday, March 4, 2024  
5:00 PM - 510 7th Street  
Altavista, VA 24517**

- 1. CALL TO ORDER**
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE - AMERICAN FLAG**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
  - 4.1 [Meeting Minutes attachment. Altavista Planning Commission Mtg Minutes 2.5.24.pdf](#)
- 5. PUBLIC EXPRESSION**
- 6. PUBLIC HEARING(S)**
  - 6.1 [Public Hearing - Ordinance Amendment \(OA-2024-02\) to amend Section 86-427 to include Automobile Dealership, used, Subject to Section 86-504, special use permit required, and to amend Use and Design Standards found at Section 86-504 for Automobile dealership, used. attachment. Application-Zoning-Text-Amendment\\_Automobile Dealership-Used\\_binder.pdf](#)
- 7. UNFINISHED BUSINESS**
- 8. NEW BUSINESS**
  - 8.1 [Review and Discussion of Zoning Application Z-2024-128 attachment. Agenda - Zoning Application Z-2024-128\\_binder.pdf](#)
- 9. MATTERS FROM THE PLANNING COMMISSION**
- 10. MATTERS FROM STAFF**
- 11. ADJOURNMENT**

*THE TOWN OF ALTAVISTA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (434) 369-5001 FOR ASSISTANCE.*



# TOWN OF ALTAVISTA PLANNING COMMISSION

March 4, 2024

## AGENDA COVER SHEET

AGENDA ITEM #: 4.1

### **Approval of Minutes**

**Title: Meeting Minutes**

**Staff Resource: Crystal Hailey, Asst. Town Clerk**

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### **Action(s):**

Review for approval consideration

### **Explanation:**

The Planning Commission will review the minutes from their previous meeting, February 5th, 2024, and approve as presented; or inform Staff of corrections needed and approve as amended.

### **Background:**

### **Funding Source(s):**

**Attachments:** *(click item to open)*

*[attachment. Altavista Planning Commission Mtg Minutes 2.5.24.pdf](#)*

The Altavista Planning Commission held a regularly scheduled meeting on Monday, February 5th, 2024, at 5pm, in Council Chambers at Town Hall, located at 510 7th Street, Altavista, VA.

Members present: John Jordan, Chairman  
Marie Mitchell, Vice Chair  
Reggie Bennett, Vice Mayor  
Ashby Robinson, Jr.  
Senior Student Rayna Steele  
Junior Student Conner Mattox

Absent: Meghan Bolling

Staff present: Matt Perkins, Assistant Town Manager  
Crystal Hailey, Assistant Town Clerk  
\*Town Attorney John Eller was absent from this meeting

### **CALL TO ORDER**

Chairman John Jordan called the Altavista Planning Commission Meeting to order at 5:00 p.m.

### **APPROVAL OF AGENDA**

Upon a motion by Vice Chair Marie Mitchell, and seconded by Vice Mayor Reggie Bennett, the Planning Commission voted 6-0 to approve the February 2024 meeting agenda as presented.

### **PLEDGE OF ALLEGIANCE & INVOCATION**

Chairman Jordan delivered an Invocation; and then led everyone in reciting the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

Chairman Jordan asked the Commission if corrections were needed to the January 2024 meeting minutes; to which there were none.

With a motion made by Vice Chair Mitchell, seconded by Commissioner Ashby Robinson, the minutes for the Commission's January 2024 meeting were approved as presented, with a 6-0 vote.

### **PUBLIC EXPRESSION**

No citizen comments were given at this point in the meeting.

### **PUBLIC HEARING**

#### **Zoning Text Amendment OA-2024-01: Short-term Rental**

The proposed amendments included necessary changes to subsections of Chapter 86 (Definitions and Use Types) of the Zoning Ordinance of the Town of Altavista; in matters related to definitions, permitted use types by district, process (special use permit requirement), and use and design standards.

- adding a definition for Short-term Rentals to *Section 86-32*
- add (new) *Section 86-522: Use and Development Standards for Short-term Rentals*
- add Short-term Rentals as a permitted use in Districts R1, R2, C1, C2, and the DRO (Downtown Revitalization Overlay); with the requirement of a Special Use Permit in districts R1, R2, and the DRO

Chairman Jordan opened the public hearing at 5:03 pm.

From discussion and direction of the Planning Commission at their January 2nd, 2024, meeting, Assistant Town Manager Matt Perkins moved this item to Public Hearing. He presented this matter to the Commission for their consideration of recommending approval of the aforementioned text amendments to Town Council.

Mr. Perkins informed the Commission that Staff had issued a notice, as required, of this Public Hearing in the January 24th and January 31st editions of the local newspaper (the Altavista Journal). He also stated that he compared the standards of Short-term Rentals with the existing lodging uses in the Town Code and said he believed the use was comparable and cohesive.

Mr. Perkins said he took into consideration the Commission's comments and suggestions from their last meeting, and made the necessary changes to the proposed amendments; for instance, adding a definition for Short-term Rental "Operator", and the availability of the Operator (livable distance allowed for a quick response from the Operator when needed at their rental establishment)

Chairman Jordan closed the public hearing at 5:10 pm.

With unanimous consensus of the Commission, Vice Chair Marie Mitchell made a motion, that was seconded by Vice Mayor Reggie Bennett, to move this item forward to the Altavista Town Council for their consideration; with a recommendation from the Altavista Planning Commission to approve the proposed Zoning Ordinance text amendments to *Section 86-32*, as presented. The motion carried, with a 6-0 favorable vote.

## **UNFINISHED BUSINESS**

There were no unfinished business items to discuss at this time.

## **NEW BUSINESS**

### ▪ Zoning Text Amendment Consideration – Automobile Dealership, Used, in the DRO

Assistant Town Manager Matt Perkins informed the Commission of a recent request by Jerry R. Kelly, 212 Ramp Road, Hurt, VA., a business and property owner in Altavista's Downtown DRO District, stating that Mr. Kelly was requesting a text amendment to Section 86-504, allowing automobile dealership, used, as a permitted use in the DRO.

Mr. Kelly was present at this meeting to offer comments, and to answer any questions the Commission may have regarding his request.

Mr. Perkins stated that most of the DRO District was zoned C2-Commercial, and Mr. Kelly's properties were zoned Industrial. He reminded the Commission, while a used car dealership was a permitted use in both the C2 and Industrial Districts, the DRO District superseded any underlying district, and currently did not permit the use.

Mr. Perkins said that the application was complete, and the accompanying fee was paid. He stated, if the Commission approved of the request going to a public hearing, Staff recommended reviewing *Section 86-504* to determine if Design Standards needed to be updated.

Vice Mayor Bennett asked Mr. Kelly if he intended to also conduct vehicle repairs; to which Mr. Kelly answered no, only used car sales.

Mr. Bennett stated there were some existing used car dealerships in Altavista that did not adhere to the specified guidelines of the Town Code, such as not keeping "stored" or junk vehicles behind an enclosure. He shared his favor with reviewing the Standards as Mr. Perkins recommended, in order to clarify guidelines, requirements, restrictions, etc. for this use type.

Mr. Perkins informed the Commission that the Virginia State Code had stringent regulations and requirements for certifying used car dealerships, such as having the capacity to hold a minimum of ten vehicles, and all vehicles on the property had to have "passed" current inspections.

Mr. Perkins recited the intent of the DRO, as written in the Town Code of Altavista.

“To fulfill the Comprehensive Plan’s goal of recognizing Altavista’s unique character, and promoting the revitalization of the Town’s Downtown District; as well as, promoting tourism as a viable economic development strategy. The DRO (downtown revitalization overlay) district seeks to fulfill the comprehensive plan's goal of recognizing Altavista's unique character and promoting the revitalization of the town's downtown area, as well as promoting tourism as a viable economic development strategy. The district regulations are adopted pursuant to authority granted to the Town under Code of Virginia, §§ 15.2-2280 et seq. and 15.2-2306. The district is established to promote the health, safety and general welfare; to bring harmony and cohesiveness to the visual appearance and uses of the district; to protect and promote compatibility in the appearance, character and uses; and to prevent intense automobile-oriented uses within the district. The portions of Main Street (U.S. 29 Business), Bedford Avenue (State Route 43), Broad Street, and Seventh Street, that lie within the DRO District serve as key access routes by tourists traveling through the district in route to the Central Business District, English Park, the Staunton River, Leesville Lake, the Altavista Trade Lot, and to the Historic Avoca Museum. Main Street and contiguous streets are significant routes of tourist access to the town and the core components of the town's rehabilitation, redevelopment, and economic revitalization of the Town. The DRO District is intended to promote architecturally responsible commercial development; to emphasize historic development techniques; to reduce vacant, dilapidated, and empty lots in the district; to encourage designs that integrate the relationship between individual sites, multiple modes of transportation, and adjacent areas; and to promote the district as a vibrant commercial hub of Altavista.”

Commissioner Robinson referenced a used car lot that previously occupied a property in Town, and said the business carried too many cars for the lot size, and there was rarely anyone there. He asked how those issues could be avoided.

Mr. Perkins stated that General Standards for used car dealerships would address the most obvious concerns and regulations, and a (required) Special Use Permit would address the finer details.

Chairman Jordan asked Mr. Kelly if he had any comments for the Commission.

Mr. Kelly shared his love for the Town of Altavista as a third-generation citizen. He stated that living in the area all his life, and with his other business (Scoops) being located in the Downtown District, he understood and valued the vision of the DRO to add to the Town’s quality of life and to promote tourism. Mr. Kelly stated that with the Town’s guidance, and the parameters of a Special Use Permit, that he believed the proposed text amendment could benefit both parties

With no additional questions or comments from the Planning Commission, a motion was made by Vice Chair Marie Mitchell, seconded by Vice Mayor Reggie Bennett, and the Planning Commission voted 6-0 in favor of moving this text amendment request to a public hearing, to be conducted during their March 12th meeting.

- Altavista Planning Commission Annual Report – CY2023  
Delivered to the Planning Commission in their February Agenda Packet, Assistant Town Manager Matt Perkins asked the Commission if they had any questions regarding their 2023 Annual Report; or if there was anything they would like to see added to the report, to which there was none.

There was a unanimous consensus of the Planning Commission to send their CY2023 Annual Report to Town Council.

## **MATTERS FROM STAFF**

Assistant Town Manager Matt Perkins informed the Planning Commission that a Town Staff Member of Colonial Heights, VA, had reached out to him regarding Altavista's decision to have "Student" Planning Commissioners, because they were thinking about doing the same and wanted input. He said it was nice to see other localities taking notice of Altavista's initiative in this manner.

Chairman Jordan stated that Altavista had been fortunate to have three good students in that role.

Junior Student Commissioner Conner Mattox stated that he was grateful for the opportunity to speak for his generation on a legislative level, and that he knew the other two students felt the same way.

Chairman Jordan asked Mr. Perkins when the Commission would be continuing the solar discussion, to which Mr. Perkins answered that he planned to have the item on their March agenda.

Chairman Jordan informed the Commission and Mr. Perkins that he would be absent at the March, 2024, meeting, but encouraged them to continue their conversation on the solar topic.

## **ADJOURNMENT**

With no further business to discuss, Chairman Jordan adjourned this meeting at 5:43 p.m.

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John Jordan, Chairman  
Altavista Planning Commission

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Mathew Perkins, Asst. Town Manager  
Town of Altavista



TOWN OF ALTAVISTA  
PLANNING COMMISSION  
March 4, 2024  
AGENDA COVER SHEET

AGENDA ITEM #: 6.1

**Public Hearing(s)**

**Title:** Public Hearing - Ordinance Amendment (OA-2024-02) to amend Section 86-427 to include *Automobile Dealership, used, Subject to Section 86-504, special use permit required*, and to amend Use and Design Standards found at Section 86-504 for *Automobile dealership, used*.

**Staff Resource:** Matt Perkins, Assistant Town Manager

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**Action(s):**

Amend Section 86-427 to include *Automobile Dealership, used, Subject to Section 86-504, special use permit required* and to amend Use and Design Standards found at Section 86-504 for *Automobile dealership, used* to include the additional language, as follows:

At 86-504(a)(4) - "Adequate screening may be determined by the Zoning Administrator"

At 86-504(a)(6) - "Automobile dealerships shall only operate when in full compliance with all federal, state, and local laws and regulations."

Attached documents show amendments with those changes highlighted by red text.

**Explanation:**

A Zoning Text Amendment is a change in any part of the Zoning Ordinance. Any such amendment, in this case initiated by an application submitted by Mr. Russell Kelly, is subject to the requirement of a Public Hearing.

Public Notice of this public hearing was published in the Altavista Journal on February 21st, and February 28th, 2024.

Attached documents show the proposed amendments to Code Sections 86-427(5) and 86-504.

**Background:**

In a continuing effort to align the Code of Altavista with desired outcomes for the Altavista community, Staff reviewed the Permitted Uses in all zoning districts. Through that review, Staff recognized that *Automobile Dealership, used*, is listed as a permitted use, subject to 86-504, special use permit required, in only the C-2 (General Commercial). The underlying zoning district to the parcel subject to this request, which lies within the DRO (Downtown Revitalization Overlay) District, is M (Industrial) District. Adjacent to the subject parcel is the C-2 District. In this instance, the proposed use would be adjacent to an existing new and used automobile dealership and separated only by Pittsylvania Ave.

Staff does not believe that the use, as proposed, is any less or more intensive than existing permitted uses in the district. The Planning Commission retains the Special Use Permit process to address public and Staff concerns as it relates to conflicts with the Comprehensive Plan, or reasonable expectations of

this use type being further contemplated in other portions of the DRO.

Any additional Use and Design Standards related to uses in the DRO will remain, specifically, but not limited to, requirements for off-street parking and signage.

**Funding Source(s):**

N/A

**Attachments:** *(click item to open)*

*[attachment. Application-Zoning-Text-Amendment\\_Automobile Dealership-Used\\_binder.pdf](#)*





# APPLICATION FOR ZONING TEXT AMENDMENT

Town of Altavista  
Department of Community Development  
510 7<sup>th</sup> St  
Altavista, VA 24517  
434-369-5001

Date: 1-4-24

Applicant's name Russell Kelly

Applicant's address 212 Ramp Road, Hurt VA 24563

Applicant's phone # 434-401-8286 Applicant's email russkelly03@gmail.com

The following amendment to Article 3, Subsection 86-427  
of the Zoning Ordinance for Town of Altavista, Virginia, is proposed:

(State exact wording of proposed amendment) Insert in Permitted Uses  
automobile dealership, used, special use permit  
required, subject to section 86-504

1. Give detailed justification for the proposed amendment:

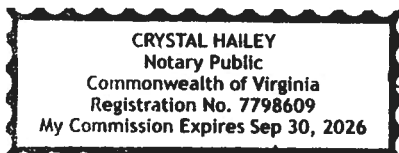
Current permitted uses include automobile repair,  
and parking facility. A automobile dealership is  
across the street. Proposed business will draw  
outside patrons to the DRO highlighting other small businesses

\*Contract Purchasers must have the written consent of the owner to proceed with the text amendment.

2. Has Town Council acted on the same or a similar amendment within 12 months prior to the date of the application? ☐ Yes ☒ No

Russell King  
Applicant

N/A  
Applicant



**CERTIFICATE OF NOTARY PUBLIC**

STATE OF: Virginia COUNTY OF: Campbell, to wit: The foregoing instrument was acknowledged before me this 10<sup>th</sup> day of January, 20 24.

Crystal Hailey  
Notary Public

09/30/2026  
My Commission Expires

**FOR TOWN USE ONLY**

Zoning Text Amendment Case #: OA-2024-02

Date Application Filed: 1-10-2024

Date(s) reviewed by Planning Commission: 2-5-2024

Public Hearing Date: \_\_\_\_\_

Action by Planning Commission: \_\_\_\_\_

Action by Town Council: \_\_\_\_\_

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## Sec. 86-427. Permitted uses.

The following uses are permitted by right or by special use permit in the DRO downtown revitalization overlay district, subject to all other applicable requirements contained in this chapter. A special use permit is required where indicated. Certain uses are subject to additional, modified or more stringent standards as indicated. This list of permitted uses for the DRO supersedes the list of permitted uses for the underlying zoning district.

(1) *Agricultural use types.*

(None)

(2) *Residential use types.*

Accessory apartment—Subject to section 86-426

Home occupation—Subject to section 86-454

Upper-story residential unit—Subject to section 86-462

(3) *Civic use types.*

Club—Subject to section 86-473, special use permit required

Cultural service

Food bank, food pantry or similar uses subject to section 86-482.1, special use permit required

Governmental service

Guidance service

Post office

Public assembly—Special use permit required

Public parks and recreational areas—Special use permit required

Religious assembly—Subject to section 86-479

Safety service

Utility service, minor—Special use permit required.

(4) *Office use types.*

Financial institution—No guidelines listed in Code

General office

Medical office

(5) *Commercial use types.*

Antique shop

Automobile dealership, used, Subject to section 86-504, special use permit required

Automobile repair service, minor—Special use permit required

Assembly hall—Special use permit required

Bed and breakfast—Subject to section 86-507, special use permit required

Brewpub

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Business support service

Business/trade schools—Special use permit required

Commercial indoor entertainment—Special use permit required

Commercial indoor sports and recreation—Special use permit required

Communications service—Special use permit required

Consumer repair service

Convenience store

Dance hall—Special use permit required

Day care center—Subject to section 86-510, special use permit required

Farmers market—Special use permit required

Flea market—Special use permit required

Funeral service—Special use permit required

Hotel/motel/motor lodge—Special use permit required

Microbrewery

Pawn shop—Special use permit required

Payday loan establishment—Special use permit required

Personal improvement service

Personal service

Restaurant, small

Restaurant, fast food or drive-thru—Subject to section 86-562, special use permit required

Restaurant, general

Restaurant, mobile per section 86-520

Retail sales

Studio, fine arts

(6) *Industrial use types.*

(None)

(7) *Miscellaneous uses.*

Amateur radio tower—Subject to section 86-542

Parking facility, surface

Parking facility, structure—Special use permit required

(Ord. of 10-11-2011(3), § 2; Ord. of 7-14-15(2), § 1; Ord. of 5-9-2017(19), § 1; Ord. of 12-11-2018(4); Ord. of 8-10-2021(1), § 1)

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## **Sec. 86-504. Automobile dealership, used.**

(a) *General standards:*

- (1) Outdoor display areas (parking lot/s) in conjunction with automobile sales shall be constructed of the same materials required as required for off-street parking areas.
- (2) The storage and/or display of motor vehicles in the parking area planting strip required by section 86-577 shall be prohibited.
- (3) Exterior display or storage of new or used automobile parts is prohibited.
- (4) Any vehicle which is missing major mechanical or body parts or has been substantially damaged shall be placed in a storage yard. The storage yard shall be fully screened from public view. **Adequate screening may be determined by the Zoning Administrator.**
- (5) Storage yards shall be set back at least 100 feet from any adjoining residential district.
- (6) **Automobile dealerships shall only operate when in full compliance with all federal, state, and local laws and regulations.**

(Ord. of 10-11-2011(3), § 2)



TOWN OF ALTAVISTA  
PLANNING COMMISSION  
March 4, 2024  
AGENDA COVER SHEET

AGENDA ITEM #: 8.1

**New Business**

**Title: Review and Discussion of Zoning Application Z-2024-128**

**Staff Resource: Matt Perkins, Assistant Town Manager/ Zoning Administrator**

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**Action(s):**

Presentation of Town of Altavista Zoning Permit Application Z-2024-128, for Planning Commission review and discussion on the contemplated use and its conformity to Town Code, specifically Section 86-32.

**Explanation:**

The Town of Altavista Community Development Department has received a Zoning Application from Mr. Joseph Patterson, representing J & T Welding and Fabrication, Inc. Mr. Patterson is seeking the issuance of a Zoning Permit as a new occupant/new business in the Town of Altavista. The location subject to the Zoning Permit is 1301 Main Street, in the space previously occupied by Rose's Discount Store, which is part of the Town and Country Shopping Center. The Town and Country Shopping Center has traditionally been reserved for retail sales. Mr. Patterson submits that the activities of this business conform to the definition of *Custom Manufacturing* as define in Section 86-32 of Town Code. Custom Manufacturing is a permitted use (*use by right*) in the C-2 (General Commercial) District.

Relevant to this conversation is the definition of the *Industrial, light* use type. *Industrial, light* is not a permitted use in the C-2 District.

**Background:**

See attached Zoning Application and listing of Town Code definitions (selected portions of Sec 86-32) and C-2 Permitted Uses.

**Funding Source(s):**

N/A

**Attachments:** (*click item to open*)

[attachment. Agenda - Zoning Application Z-2024-128\\_binder.pdf](#)



# TOWN OF ALTAVISTA ZONING APPLICATION

Oper: ALTADRW1 Type: OC Drawer: 1  
Date: 2/16/24 02 Receipt no: 10692  
PERMIT FEE - ZONING, SIGN, 1.00  
PERMIT No. 2024-128  
Trans date: 2/16/24 Time: 16:12:19

15

**Zoning Application Fee: \$20**

PROJECT ADDRESS: 1301 Main st (Rose's)

APPLICANT NAME: Joseph Patterson for J & T Welding and Fabrication, Inc

PHONE: 434-369-8585

EMAIL: Joseph8314@gmail.com

PROPERTY OWNER'S NAME AND ADDRESS: NORTHSIDE PLAZA LLC

*(if different from applicant)*

12 CHRISTOPHER WAY STE 200 EATONTOWN, NJ 07724

CURRENT ZONING:

☐ R-1 ☐ R-2 ☐ C-1 ☒ C-2 ☐ M

PARCEL ID NUMBER: 84A-1-1

NATURE OF THE PROJECT (please provide a brief description of the project)

Expand existing fabrication business electrical installations

EXPECTED COMPLETION DATE: 4-1-24

ESTIMATED COST OF THE PROJECT: 8000

PERMIT IS FOR:

☐ NEW BUILDING ☐ ADDITION ☒ ALTERATION ☒ NEW OCCUPANT ☐ HOME OCCUPATION

*(please complete home occupation sheet)*

1. CURRENT LAND USE: ☐ VACANT ☐ CIVIC ☐ RESIDENTIAL ☒ COMMERCIAL ☐ INDUSTRIAL

2. LOT DIMENSIONS (FT.): 1100 x 700

LOT AREA (AQ. FT.): 15.93 acre

3. PROPOSED USE OF THE BUILDING: custom manufacturing (see attached)

4. SETBACK INFORMATION

DISTANCE FROM FRONT PROPERTY LINE: 462

DISTANCE FROM RIGHT PROPERTY LINE: 100

DISTANCE FROM REAR PROPERTY LINE: 120

DISTANCE FROM LEFT PROPERTY LINE: 100

5. PARKING: NUMBER OF PARKING SPACES: 150+

6. PUBLIC STREET ROAD FRONTAGE: 700

BY SIGNING BELOW, I CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

APPLICANT SIGNATURE

DATE

2-16-24

OWNER SIGNATURE (if applicable)

DATE

2-20-24

**For Community Development Office Use Only**

BUILDING PERMIT REQUIRED: ☐ YES ☐ NO

**\*\*Campbell County Building Permits and Inspections | 85 Carden Lane | Rustburg, VA 24588 | (434)-332-9596**

SITE PLAN REQUIRED: ☐ YES ☐ NO

E & S PERMIT REQUIRED: ☐ YES ☐ NO

TOWN OF ALTAVISTA BUSINESS LICENSE REQUIRED: ☐ YES ☐ NO

APPLICATION: ☐ APPROVED ☐ DENIED

\_\_\_\_\_  
ZONING ADMINISTRATOR SIGNATURE

\_\_\_\_\_  
DATE

**ATTACH A SITE PLAN OR PROPOSED PROJECT DIAGRAM**

1. Take accurate field measurements and/or using mapping tools to determine setbacks.
2. Prepare a Site Plan or project diagram, using a plat or other scale drawing to show the location of proposed and existing structures on the lot. If available, use a survey plat from a licensed surveyor. One may be required for review.
3. Clearly mark setbacks on the attachment and match them with setbacks provided above.
4. Initial or sign the Site Plan or project diagram and attach it to this Zoning Permit application.
5. Contact the Community Development Office (434-369-5001) with any questions prior to submitting the application.

**NOTES:** Setbacks are the distances between proposed structure(s) and the nearest property lines or public/private road right of way. The edge of road pavement is usually not a property line.

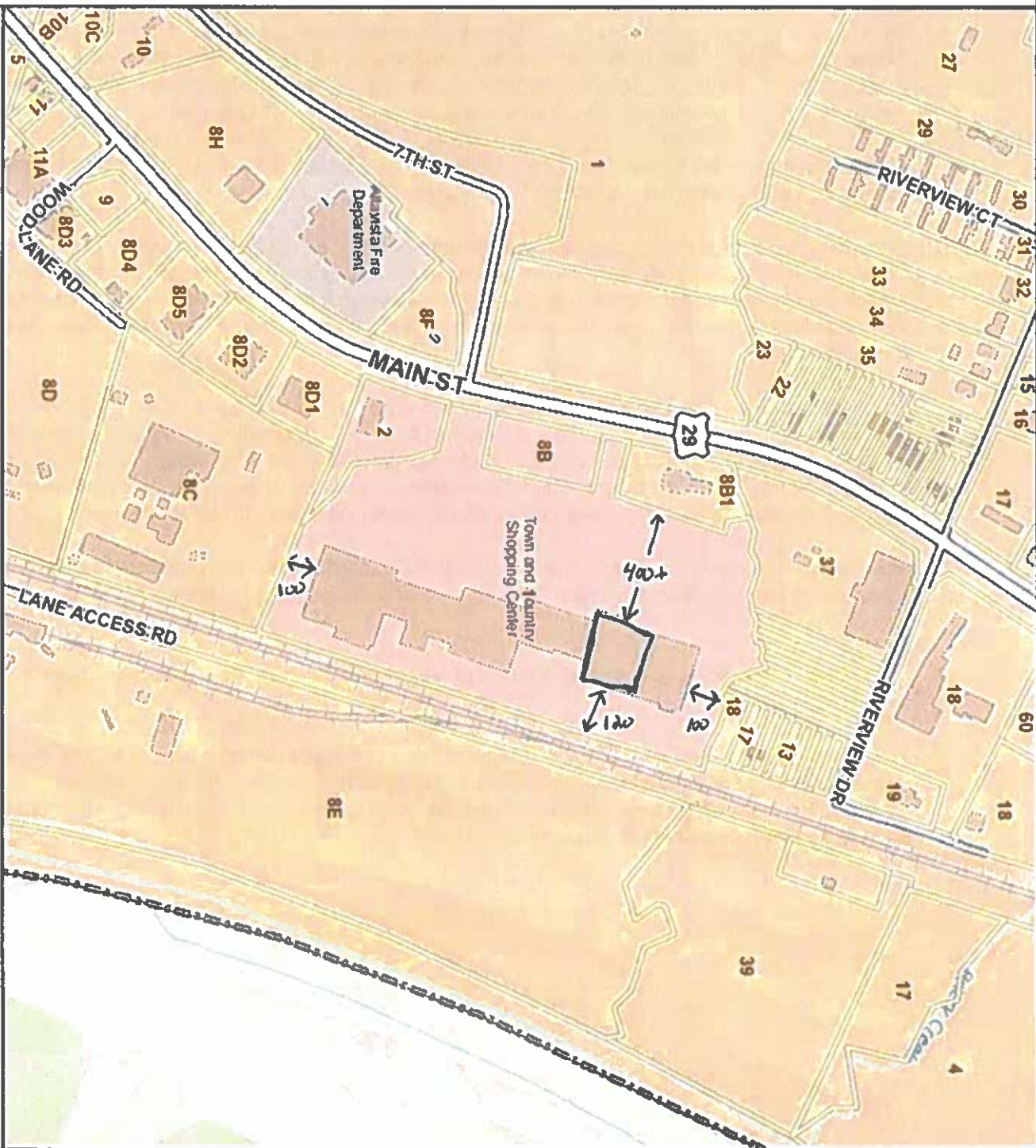
see printed site picture



# Campbell County, VA

## Legend

- ☐ County Boundary
- ☐ E9-1-1 Addresses
- ☐ Street Names
- ☐ Lot Numbers
- ☐ Parcels
- ☐ Hidden Road Centerline



Feet



Tide:

Date: 2/8/2024

DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Campbell County is not responsible for its accuracy or how current it may be.

**Attn: Matt Perkins, Zoning Administrator**

**Subject: Zoning permit application information**

**My name is Joe Patterson. My wife and I currently operate a small woman owned business just outside town limits (J&T Welding and Fabrication, Inc.). We are looking to expand our fabrication business to a vacant building in the town of Altavista. The old "Roses" in the Town and Country Shopping Center. Current Zoning is C2 commercial that allows the use of "custom manufacturing".**

**I believe the type of work that we perform would fall into this use category. We fabricate assemblies to customer specifications that are not mass produced. (custom) We assemble these with common commercial processes (cutting of metal, simple structural welding, and mechanical fasteners) using hand operated tools, (cordless drills, rivet guns, screw guns) no robots or automation. Assemblies are often powder coated (fumeless unlike painting processes) using a commercial oven to cure. (looking into an electric oven that wouldn't even need venting due to combustible gas heat source)**

**I don't believe we would necessarily be classed as industrial use due to the fact that nothing has industrial automation capabilities or mass production of products.**

**I also don't believe that there would be any detrimental effect on any existing businesses. Our business would have minimal vehicular traffic and all operations would be contained inside the facility aside from loading or unloading trucks. Operational process should produce no fumes or smells and minimal noise. I would be open to the need of an acoustical insulated wall if noise did become a problem as the business continues to grow.**

**The expansion I'm seeking is to increase capacity and workflow for existing customers who have expressed the need to place more orders. I have told them that I'm searching for a place to house the increase of workflow. They are currently looking for fabricators to place these orders with and I would like to have the ability to take the orders. This is time sensitive, if the orders are placed with a different fabricator, (possibly in a different town, county, or even state) the chance for growth may be lost.**

**I forecast an increase in my current gross revenue of \$500,000-\$800,000 this year alone. Customers have expressed the need for more after the initial increase. Revenues could breach \$2,000,000 in 2-3 years.**

**The increased workflow would produce 4-6 new jobs upon production start and growth could see 4-6 more in near future.**

**I believe the building has been vacant for 2 or more years now and is doing no good to anyone or the town. I have been searching for a suitable place, with the help of Campbell County Economic Development, for several weeks with few possibilities. Next options would be going into Lynchburg city or Pittsylvania county, which would not be my preference.**

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**Sec. 86-32. Use types. – Abbreviated (*condensed for ease of reference*)**

*Custom manufacturing* means establishments primarily engaged in the on-site production of goods by hand manufacturing, within enclosed structures, involving the use of hand tools, or the use of mechanical equipment commonly associated with residential or commercial uses.

*Industry, heavy* means an establishment which has the potential to be dangerous or extremely obnoxious. Included are those in which explosives are stored, petroleum is refined, natural and liquid gas and other petroleum derivatives are stored and/or distributed in bulk, radioactive materials are compounded, pesticides and certain acids are manufactured, and hazardous waste is treated or stored as the establishment's principal activity.

*Industry, light* means an establishment engaged in the processing, manufacturing, compounding, assembly, packaging, treatment or fabrication of materials and products, from processed or previously manufactured materials. Light industry is capable of operation in such a manner as to control the external effects of the manufacturing process, such as smoke, noise, soot, dirt, vibration, odor, etc. A machine shop is included in this category. Also included is the manufacturing of apparel, electrical appliances, electronic equipment, camera and photographic equipment, ceramic products, cosmetics and toiletries, business machines, food, paper products (but not the manufacture of paper from pulpwood), musical instruments, medical appliances, tools or hardware, plastic products (but not the processing of raw materials), pharmaceuticals or optical goods, bicycles, and any other product of a similar nature or requiring similar production characteristics.

*Industry, medium* means enterprises in which goods are generally mass produced from raw materials on a large scale through use of an assembly line or similar process, usually for sale to wholesalers or other industrial or manufacturing uses. Included in this use type are industries involved in processing and/or refining raw materials such as chemicals, rubber, wood or wood pulp, forging, casting, melting, refining, extruding, rolling, drawing, and/or alloying ferrous metals, and the production of large durable goods such as automobiles, manufactured homes, or other motor vehicles.

*Retail sales* means an establishment engaged in sale or rental with incidental service, of commonly used goods and merchandise for personal or household use, excluding those classified more specifically by these use type classifications.

(Ord. of 10-11-2011(3), § 2; Ord. of 7-14-2015(1), § 1; Ord. of 4-12-2016(1), § 1; Ord. of 5-9-2017(2), § 1; Ord. of 8-8-2017(1), § 1; Ord. of 11-13-2018(1); Ord. of 5-14-2019(1), § 1; Ord. of 7-9-2019(3), § 1)

## *DIVISION 6. C-2 (GENERAL COMMERCIAL) DISTRICT<sup>1</sup>*

### **Sec. 86-351. Statement of intent.**

The C-2 (general commercial) district covers those areas of the community intended for the conduct of a wide variety of businesses to which the public requires direct and frequent access and is characterized by frequent vehicular and pedestrian traffic. This C-2 district is the major business district of the town which is the focal point of where business can be successful and grow in the community. Certain residential uses are allowed in the C-2 district, provided that minimum standards are met. Site development regulations are designed to ensure compatibility with adjoining land uses.

(Ord. of 10-11-2011(3), § 2)

### **Sec. 86-352. Permitted uses.**

The following uses are permitted by right or by special use permit in the C-2 general business district, subject to all other applicable requirements contained in this chapter. A special use permit is required where indicated. Certain uses are subject to additional, modified or more stringent standards as indicated.

(1) *Agricultural use types.*

(None)

(2) *Residential use types.*

Accessory apartment—Subject to section 86-453

Duplex—No Guidelines listed in Code

Home garden

Home occupation—Subject to section 86-454

Keeping of chickens per section 86-515.1

Multi-family dwelling—Subject to section 86-458, special use permit required

Single-family dwelling, attached—Subject to section 86-459

Single-family dwelling, detached—Subject to section 86-596

Temporary family health care structures—Subject to section 86-460

Townhouse—Subject to section 86-461

Upper-story housing unit—Subject to section 86-462

(3) *Civic use types.*

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<sup>1</sup>Cross reference(s)—Businesses, ch. 22.

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Assisted care residence—Regulated by the Commonwealth of Virginia

Club—Subject to section 86-473

Correction facility—Special use permit required

Crisis center

Cultural services

Educational facilities, college/university—Special use permit required

Educational facilities, primary/secondary

Food bank, food pantry, or similar uses. Subject to section 86-482.1. Special use permit required.

Governmental service

Guidance service

Halfway house—Special use permit required

Hospitals—Special use permit required

Life care facility

Nursing home

Park and ride facility

Post office

Public assembly

Public maintenance and service facility—Special use permit required

Public parks and recreational areas—Special use permit required

Religious assembly—Subject to section 86-479

Safety services

Utility service, major—Special use permit required

Utility service, minor

(4) *Office use types.*

Financial institution—No Guidelines listed in Code

General office

Laboratory

Medical office

Substance abuse clinic—Licensed by the Commonwealth of Virginia, special use permit required

(5) *Commercial use types.*

Adult use—Subject to section 86-502, special use permit required

Agricultural service

Antique shop

Assembly hall

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Automobile dealership, new—Subject to section 86-503  
Automobile dealership, used—Subject to section 86-504, special use permit required  
Automobile parts/supply, retail  
Automobile rental/leasing  
Automobile repair service, major—Subject to section 86-505, special use permit required  
Automobile repair service, minor  
Brewpub  
Business support service  
Business/trade schools  
Car wash  
Commercial indoor amusement  
Commercial indoor entertainment  
Commercial indoor sports and recreation  
Commercial outdoor entertainment  
Commercial outdoor sports and recreation  
Communications service  
Construction sales and service  
Consumer repair service  
Convenience store  
Dance hall—Special use permit required  
Day care center—Subject to section 86-510  
Equipment sales and rental—Special use permit required  
Farmers market—Special use permit required  
Flea market—Special use permit required  
Funeral service  
Garden center  
Gasoline station—Subject to section 86-513  
Hospital  
Hotel/motel/motor lodge  
Kennel, commercial—Subject to section 86-515, special use permit required  
Laundry  
Manufactured home sales  
Microbrewery  
Mini-storage—Subject to section 86-517, special use permit required

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Modular home sales  
Pawn shop  
Payday loan establishment  
Personal improvement service  
Personal service  
Recreational vehicle sales and service  
Restaurant, small  
Restaurant, fast food or drive-thru—Subject to section 86-562  
Restaurant, general  
Restaurant, mobile per section 86-520  
Retail sales—Subject to section 86-519  
Studio, fine arts  
Transient merchant—Subject to section 86-514 - Itinerant merchant  
Travel center—Special use permit required  
Veterinary hospital/clinic  
Wedding/event facility—Subject to section 86-521

(6) *Industrial use types.*

Construction yard—Special use permit required  
Custom manufacturing  
Transportation terminal—Special use permit required  
Truck terminal—Special use permit required

(7) *Miscellaneous uses.*

Amateur radio tower—Subject to section 86-542  
Parking facility, surface/structure—Special use permit required  
Satellite dish antenna one meter or less in diameter or measured diagonally  
Satellite dish antenna in excess of one meter in diameter or measured diagonally—Subject to section 86-544  
Tower—Subject to section 86-545 and article VI, special use permit required

(Ord. of 10-11-2011(3), § 2; Ord. of 1-14-2014(5), § 1; Ord. of 7-14-15(4); Ord. of 4-12-2016(5), § 1; Ord. of 5-9-12-2017(17), § 1; Ord. of 12-11-2018(2); Ord. of 5-14-2019(3), § 1; Ord. of 7-9-2019(1), § 1; Ord. of 3-14-2023(1), § 1; Ord. of 4-11-2023, § 1)

### **Sec. 86-353. Site development regulations.**

The following (sections 86-354 thru 86-356) are the site development regulations for the C-2, general commercial district. All commercial uses must be served by public water and sewer. For additional, modified or more stringent standards see article IV, use and design standards.

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(Ord. of 10-11-2011(3), § 2)

**Sec. 86-354. Minimum lot area.**

None, except any residential uses must meet the requirements of the R-2 district.

(Ord. of 10-11-2011(3), § 2)

**Sec. 86-355. Minimum setback requirements.**

None, except when adjacent to any residential district. If adjacent to residential, then:

Front yard:	35 feet
Side yard:	25 feet
Rear yard:	25 feet

(Ord. of 10-11-2011(3), § 2)

**Sec. 86-356. Maximum height of structures.**

Principal structures:	45 feet or 4 stories.
Accessory structures:	Shall not exceed height of principal structure.
Flagpoles:	Flagpoles up to 40 feet in height. Flagpoles in excess of 40 feet shall require approval by special use permit.

(Ord. of 10-11-2011(3), § 2; Ord. of 9-13-2022(4) , § 1)

**Secs. 86-357—86-380. Reserved.**